

**MINUTES**  
CYPwDLD Partnership Forum

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22 April 2013, Salon, York House, Twickenham TW1 3AA

**1. Apologies and Introductions**

**Attendees:**

Councillor Percival, Councillor Chappell, Councillor Eady, Stewart Jones (LBRUT), Ian Hendy (RPCAG), Kevin Sears (RPCAG), Paul Leonard (Strathmore School), Mireille Nemh (Parent), Barry Woodward (RPCAG), Becky Powell (LBRUT), Michelle Williams (LBRUT), Jan Tellick (Three Wings Trust).

**Also in Attendance:**

Ron Miao (RPCAG)

**Apologies:**

Steffani McDonagh, Keith Tysoe

**2. Minutes of the Last Meeting and Matters Arising**

The minutes of the meeting held on 14 January 2013 were agreed as a correct record of proceedings and the Chairman authorised to sign them.

There were no matters arising.

**3. Agreement of the Revised Terms of Reference**

The Forum considered the revised Terms of Reference.

It was **RESOLVED**:

That the revised Terms of Reference be agreed.

**4. Possible Work Shop**

Members of the Forum discussed the possibility of organising a workshop to consider the aims and objectives of the CYPwDLD Partnership Forum. It was agreed that it was important for the Forum to be proactive and that this would require strategic planning with the needs of young people in mind. It was also noted that better planning would assist in maintaining strong partnership links between the bodies represented on the Forum despite recent changes in funding within the voluntary and statutory sectors.

It was **RESOLVED**:

That Faye Simpson (Clerk, LBRUT) would circulate suggested dates for the Workshop to members of the Forum.

## **5. Children and Families Bill Update**

The SEND (Special Educational Needs and Disabilities) Services Manager (LBRUT) introduced the item and informed the Forum that the SEND Children and Families Bill Action Group had been working in sub-groups on the work streams within the Group's project plan. The work of the Sub-Groups had led to the development of an Education, Health and Care Plan (EHCP) template and a draft Single Assessment Process. A draft Code of Practice had also been developed. The next stage for the Action Group was to identify families for use in a pilot scheme to trial the process.

The Forum was advised that there was a possibility of funding from the Department for Education (DfE) that would assist the Council in the development of a pilot scheme for families using the new EHCP and Single Assessment Process. The Action Group was working with parents of children and young people with SEND on the development of a bid for the funding. It was not known when the DfE would make the funding available to eligible Local Authorities.

The Forum heard that the results of the recent consultation on the development of Strathmore School had been positive. The school had 47 pupils of which 33 had been assessed. Numbers of pupils were set to increase at Strathmore and whilst staff and parents were positive about the school's future, there were some concerns around whether there would be enough funding to meet the school's increasing pupil numbers.

## **6. RPCAG update**

The Joint Chair of RPCAG (Richmond Parent Carers Action Group) informed the Forum that the majority of the work of RPCAG had been around the development of the Children and Families Bill. Members heard that parents had put an extensive amount of time and effort into putting together a written submission for the Children and Families Bill Select Committee at Parliament. Parents would be sitting on interview panels for the recruitment of joint SEN posts between Richmond and Kingston. The Forum was also advised that a letter had been sent to parents informing them of the changes that would be brought in by the Children and Families Bill.

It was anticipated that parents with questions relating to the Children and Families Bill would be more likely to approach SEN staff in schools. It was therefore important that staff were aware of what information was being sent to parents relating to the Bill.

## **7. Any Other Business:**

The Forum heard that:

- I. A public consultation had taken place on the development of Strathmore and it had been decided to move into issuing statutory proposals.
- II. Remploy had been awarded a contract for the recruitment of staff with learning disabilities.
- III. Richmond's Den social enterprise competition had almost 100 applicants in 2012. Local businesses and organisations had contributed to the £10,000 prize fund for 2013. The prize fund would be awarded to the best local

business idea that had a social or environmental element.

- IV. Information on SEN provision in Richmond could be accessed online by parents.

The Chairman of the Forum informed those present that Stewart Jones, SEND Service Manager (LBRUT) was leaving his role in July 2013. On behalf of members the Chairman thanked Stewart Jones for his contribution to the CYPwDLD Partnership Forum.

It was **AGREED**:

- i. That Faye Simpson (Clerk, LBRUT) would circulate a link to online information on Richmond's SEN provision to Members of the Forum.

#### **8. Date of Next Meeting:**

Members of the Forum discussed dates of future meetings. Members agreed that the next meeting was to be postponed until September 2013.

It was **AGREED**:

That Faye Simpson (Clerk, LBRUT) would circulate dates for the next meeting.

The meeting, which started at 6:00pm, ended at 6:49pm.